

[illegible]

## Destruction Certification

Date \_\_\_\_\_

2-4 & 2-5	01/11/12	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>51469-2212</u> Forward three (3) copies to address at left.
Court	Date		
WORCESTER COUNTY			
County			

## PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	Civil Records in " A " boxes 2008 - (stripped mat. only)  <div style="font-size: 1.5em; font-family: cursive;">Retain dockets permanently</div>	2219	secti II Item 2	2008	5		
Closed in _____							

Destruction Approved by Maryland State Archives

Destruction Certification

1/18/2012  
Date

*Edward C. [Signature]*  
State Archivist

\_\_\_\_\_  
Signature of Court Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

2-4 & 2-5	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>51469-2212</u> Forward three (3) copies to address at left.
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No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	Civil Records (satisfied) 2008  <div style="font-size: 1.5em; font-family: cursive;">Retain dockets permanently</div>	2219	secti II Item 2	2008	11		
Closed in _____							

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Court Date <u>1/11/12</u>		
WORCESTER COUNTY		
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No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	All Accounting- Daily Cashier Report- Deferred Reports- up to 2008	2219	secti V Item 1c	2008	3		
Closed in _____							

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Court Date <u>1/11/12</u>		
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		Retention Schedule No.	Item No.				
	Expungement - up to 2008  (expunged case files)	2219	Sect IV Item 2d.	2008	10		
Closed in _____							

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State Archivist

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Court Date <u>1/11/12</u>		
WORCESTER COUNTY		
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		Retention Schedule No.	Item No.				
	Motor Vehicle Related paper for "2008" (TRAFFIC)	2219	Sect IV Items 2a.b.c.	2008	20		
Closed in _____							

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1/18/2012  
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Edward C. Tegen  
 State Archivist

\_\_\_\_\_  
 Signature of Court Official

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\_\_\_\_\_  
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2-4 & 2-5	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>51469-2212</u>  Forward three (3) copies to address at left.
Court _____ Date <u>1/11/12</u>		
WORCESTER COUNTY		
County _____		

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		Retention Schedule No.	Item No.				
	Criminal Records for 2008	2219	Sect IV Items 2a.b.c.	2008	80		
Closed in _____							

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1/18/2012  
Date

  
State Archivist

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